

**CHARTER TOWNSHIP OF BROWNSTOWN REGULAR TOWNSHIP BOARD
MEETING OF SEPTEMBER 2, 2025**

The Charter Township of Brownstown regular meeting of the Board of Trustees was held in the Township Hall, 21313 Telegraph Road on Tuesday, September 2, 2025.

The meeting was called to order by Supervisor Berez at 6:00 p.m. and began with the Pledge of Allegiance.

ROLL CALL BY CLERK BRINKER:

PRESENT: Supervisor Berez, Clerk Brinker, Treasurer Eberth and Trustees: Allen, Chapman, Jones, and Killian. Also in attendance were Township Manager Peters; Police Chief Watson; Deputy Police Chief Starzec; Fire Chief Raumen; IT Director Martin; Department of Public Works Director Danosky; DDA Director Trussell; Director of Economic and Community Services Kibby; and Township Attorney Foley.

MINUTE ACCEPTANCE:

Motion of Chapman, supported by Jones, to approve the regular meeting minutes of August 18, 2025, as presented. All voting aye.

AGENDA APPROVAL:

Motion of Eberth, supported by Allen, to approve the agenda of September 2, 2025, as submitted with one amendment to add item 5H "Consideration for Closed Session to discuss collective bargaining negotiations for the POLC Union pursuant to MCL 15.268(1)(c)." All voting aye.

PUBLIC HEARING:

AMENDMENT OF THE DOWNTOWN DEVELOPMENT AUTHORITY DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN:

Motion of Chapman, supported by Eberth, to open the Public Hearing for the Amendment of the Downtown Development Authority Development Plan and Tax Increment Financing Plan at 6:01 p.m. Roll call vote: Brinker, aye; Eberth, aye; Allen, aye; Killian, aye; Chapman, aye; Jones, aye; and Berez, aye.

Public comment was received from the following residents:

Philip Barraco 22850 Fawn Rd. expressed concerns about potential flooding issues if the 440 acres of prairie land which was recently up for auction were to be developed. This property is located within the boundaries of the DDA district, and he supported the idea of the land being preserved in its natural state.

Therese Barraco 22850 Fawn Rd. supported the idea of preserving the 440 acres of land due to it being one of the last prairie lands with certain native plants in the State of Michigan.

Kody Clint 21369 Black Forest Ct. expressed concerns about the potential developments included in the DDA Plan as he stated some residents have moved to Brownstown because it is less developed than some of the surrounding communities. Additionally, he supported the idea of preserving the 440 acres of Prairie land within the Township.

Motion of Chapman, supported by Jones, to close the Public Hearing for the Amendment of the Downtown Development Authority Development Plan and Tax Increment Financing Plan at 6:08 p.m. All voting aye.

PUBLIC FORUM:

Public Forum was held at 6:09 p.m. There was no public comment.

APPROVAL OF EXTENSION OF FOUR-DAY WORK WEEK PROGRAM:

Motion of Chapman, supported by Jones, to approve to formally adopt the four-day work week program on a permanent basis effective immediately following the conclusion of the original pilot program on September 21, 2025. During the pilot program positive feedback was received from residents about the extended hours and employees who saw a better work-life balance after the changes were in place. Employees who are represented by a Union will continue to be covered under the respective letters of agreement. Additionally, the Township Manager is authorized to make any necessary administrative adjustments to maintain operational effectiveness and compliance with all applicable agreements. All voting aye.

LETTER OF AGREEMENT WITH TPOAM CLERICAL/LABOR UNION, RE: FOUR-DAY WORK WEEK:

Motion of Chapman, supported by Jones, to approve the Letter of Agreement (LOA) with the TPOAM Clerical/Labor Union regarding the formal adoption of the four-day work week for all eligible employees. This LOA includes amendments to the union's collective bargaining agreement for the following positions: Accountant 1; Accountant 2; Office Specialist; Building and Grounds Laborer; Township Laborer; Community Center Laborer; Sewer and Storm Specialist; Master Mechanic; Equipment Operator; Water and Sewer Laborer; Field Inspector; Water System Specialist; Billing Operator; Animal Shelter Coordinator; and Animal Control Officer. The amendments to the contract update the language in the following portions of the contract to align it with the four-day, ten-hour workday for Section 13.01 Holiday List; Section 13.04 Weekend Holidays; Article 14 Annual Vacation; Section 15.01 Hours of Employment; and Article 21 Bereavement Leave. This letter of agreement is effective through December 31, 2026. All voting aye.

LETTER OF AGREEMENT WITH TPOAM ADMIN UNION, RE: FOUR-DAY WORK WEEK:

Motion of Chapman, supported by Killian, to approve the Letter of Agreement (LOA) with the TPOAM – Administrative union regarding the formal adoption of the four-day work week for all eligible employees. This LOA includes amendments to the union's collective bargaining agreement for the following positions: Economic Development Manager; Property Appraiser; DPW Director; Assistant DPW Director, DPW General Foreman, DPW Administrator, Parks and Recreation Director, Assessor; Housing/Zoning Officers; Executive Office Administrator; Parks and Recreation Assistant Director; Building Official; Police Chief's Administrator; Fire Chief's Administrator; Plumbing and Mechanical Inspector; and DPW Assistant Foreman. The amendments to the contract update the language in the following portions of the contract to align it with the four-day, ten-hour workday for Section 14.1 Holiday List; Article 15 Annual Vacation; Article 16 Workday and Work Week; and Article 21 Bereavement Leave. This letter of agreement is effective through December 31, 2027. All voting aye.

LETTER OF AGREEMENT WITH BROWNSTOWN PROFESSIONAL FIREFIGHTERS UNION, RE: FOUR-DAY WORK WEEK:

Motion of Chapman, supported by Brinker, to approve the Letter of Agreement (LOA) with the Brownstown Professional Firefighter union regarding the formal adoption of the four-day work week for the Deputy Fire Chief and Inspector. The amendments to the contract update the language in the following portions of the contract to align it with the four-day, ten-hour workday for Article 19 Work Schedules Sections 19.1 and 19.3A; Article 22 Sick Leave Sections 22.2, 22.10 and 22.11; and Article

31 Vacation and Personal Business Days Sections 31.1 and 31.8. This letter of agreement is effective through December 31, 2026. All voting aye.

SUPERVISOR: No report submitted.

CLERK:

BOARD INFORMATION:

Motion of Allen, supported by Jones, to accept the Clerk's report which consists of one set of disbursements for the meeting of September 2, 2025, and one piece of correspondence from Comcast regarding a program advisory stating that effective August 15, 2025, the following channels will cease operations: HBO Family, MovieMax, OuterMax, and Thriller Max. All voting aye.

TREASURER:

DISBURSEMENTS FOR THE MEETING OF SEPTEMBER 2, 2025: \$1,244,820.43

Motion of Chapman, supported by Jones, to approve disbursements as follows: General Fund Disbursements in the amount of \$48,167.79; Fire Protection in the amount of \$17,063.27; Police Fund in the amount of \$23,833.30; Greenbelt in the amount of \$3,245.23; Garbage and Recycling in the amount of \$26,099.51 Capital Projects in the amount of \$1,172.46; Downtown Development in the amount of \$58,313.20; Police Improvement in the amount of \$21,444.29; Sewer Fund in the amount of \$332,721.55; Water Fund in the amount of \$54,653.22; and Retiree Insurance in the amount of \$144.20; bringing the subtotal of disbursements to \$586,858.02. There were also two additional payroll transfers listed on the report: one dated August 15, 2025, in the amount of \$605,527.96 for Regular Payroll and one for Retirees Insurance in the amount of \$52,434.45 for September 2025; bringing the total amount of disbursements to \$1,244,820.43. Roll call vote: Brinker, aye; Chapman, aye; Eberth, aye; Killian, aye; Jones, aye; Allen, aye; and Berecz, aye. Motion carried.

COMMUNITY SERVICES:

LANDMARK TREE REMOVAL – 19750 DIX-TOLEDO RD:

Motion of Brinker, supported by Killian, to approve the removal of one landmark tree at 19750 Dix Toledo Rd., which is owned by B&K Acquisitions, LLC. The removal of tree number 1333 was one of the conditions that was part of the approval by the Planning Commission of a site plan for an automobile filling station and drive-thru restaurant. All voting aye.

RECREATION: No report submitted.

PUBLIC WORKS: No report submitted.

TOWNSHIP MANAGER UPDATE:

Township Manager Peters provided a brief update on several ongoing projects that may be of interest to Brownstown residents:

- The fiscal year budget process is well underway as department heads have already submitted their year-end budget projections. All new budget requests are due by September 19, 2025. In October, the department heads will meet to discuss the details of the budget. Tentatively in November, there will be a budget work session with the Township Board, and a public hearing will be held in December to adopt the new budget.
- The public hearing that was held tonight about amending the Downtown Development Authority Development Plan and Tax Increment Financing Plan was one of the remaining steps in the process of amending these plans. The next step will be to bring an ordinance amendment to the Board to adopt the proposed plans which will follow the regular process of adopting an ordinance. The ordinance amendment will have a first reading and publication, which will be followed by a second reading and publication.

- Township Manager Peters stated he has been in numerous meetings with the Michigan Land Conservancy regarding the 440 acres of prairie land which was mentioned during tonight's public hearing. These meetings have included discussions about the Conservancy's intent with the land. Updates will be provided to the Board and residents as they become available.
- The traffic light has been installed at intersection of Van Horn and Arsenal. The light is currently in four-way flashing mode but will be fully operating within the next couple of weeks.

CONSIDERATION FOR A CLOSED SESSION:

Motion of Chapman, supported by Brinker, to move to closed session at 6:29 p.m. for consideration of collective bargaining negotiations update for the POLC Union pursuant to MCL 15.268(1)(c). Roll call vote: Eberth, aye; Killian, aye; Jones, aye; Allen, aye; Brinker, aye; Chapman, aye; and Berecz aye. Motion carried.

Motion of Chapman, supported by Allen, to reconvene from closed session at 7:17 p.m. All voting aye.

ADJOURNMENT:

Motion of Chapman, supported by Jones, to adjourn the regular Township board meeting at 7:18 p.m. All voting aye.

Respectfully submitted,



Maureen Brinker, Clerk
Charter Township of Brownstown
MB/slm